

Notice No.: 96-007

Date: May 3, 1996

Applies to: School district employers of PERS members

Subject: Ineligible position resolutions for classified substitute employees

Ineligible Position Policies Cannot Be Applied Retroactively

Since June 7, 1990, statute has required that any employee occupying a PERS eligible position must be enrolled and reported in PERS, even if the employment is temporary. In DRS Notice 92-007, we provided examples of different ways temporary employees, including classified substitutes, can occupy positions and how to determine whether a position is eligible or ineligible.

The Notice stated that if you are unable to formally establish an ineligible position, you may document a policy indicating that each retirement eligible position has a corresponding retirement ineligible position into which classified substitutes may be hired. Employees in these ineligible positions do not need to be enrolled or reported, as long as the position remains ineligible.

The State Auditor has determined that these policies are only effective from the date of adoption and cannot be made retroactive. If DRS becomes aware that an ineligible position policy has been retroactively applied, we will advise the employer that the policy will only be honored prospectively and that the employer must pay both employer and employee contributions for the period in question. If you have been applying an ineligible position policy, but have not documented it, we encourage you to document it immediately to avoid further erroneous reporting.

Questions?

If you have additional questions about ineligible position policies, please contact DRS Membership Services at (360) 709-4700.

Sheryl Wilson
Director

1996 DRS Notices

For a copy of a Notice, call Systems Communications at (360) 586-4515.

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96-002	School district employers Service credit statements for PERS members
96-003	All employers Change in DRS telephone numbers
96-004	TRS employers Post-retirement employment of TRS Plan 1 retirees
96-005	PERS, TRS, LEOFF, WSPRS, and JRS employers New Beneficiary Designation forms
96-006	TRS employers Reporting investment information for TRS Plan 3 members
96-007	School district employers of PERS members Ineligible position resolutions for classified substitute employees